



Memorandum of Understanding

PENN-DELCO SCHOOL DISTRICT, 2821 Concord Rd, Aston, PA 19014 and DELAWARE COUNTY COMMUNITY COLLEGE (DCCC), 901 South Media Line Road, Media, PA 19063 agree to the delivery of Open Dual Enrollment. This agreement begins July 1, 2025 and will automatically renew unless changes are requested of either party by April 30th each year thereafter.

Open Dual Enrollment

Instructional Model

- Courses will be taught by Delaware County Community College faculty in keeping with the College's academic policies and procedures.
- All classes will use the College's course syllabus, textbooks, and assessments required by the College for each course.
- It is the duty of the respective high school to determine whether high school credit will be awarded for the chosen college courses.

Student Eligibility

- Current students in grades ten through twelve may be considered for participation.
- Students must demonstrate potential for success as determined by the College.
- Students must submit an online Dual Enrollment Application.
- Students demonstrating potential will be placement tested to ensure adequate college readiness needed for success unless they submit approved documentation to waive the placement test (visit dccc.edu/assessment for a full list of waiver options). Please note that minimum placement scores may vary for individual math courses and additional testing may be needed for entrance into higher level courses.
- Only those students who are qualified and have met course prerequisites will be registered.

Delivery Model

- Classes will be delivered in multiple modalities.
- All registered students will receive a grade for the course consistent with the College's grading policies. Grades are given within the 10-point grading scale. Grades will be awarded at the end of each term.
- All requests to withdraw from courses must be in writing and will be allowable according to the college calendar. Open Dual Enrollment students are bound by college policy, including those that relate to drops, withdrawals, and refunds.
- The High School Principal, or designee, and the designated member of the College's Dual Enrollment Committee will serve as contacts for operational issues.
- The High School Principal, or designee, and the designated faculty member/Dean/VP for Academic Affairs will serve as the contact for academic issues.
- Students must abide by DCCC's policies as outlined in the Student Handbook: www.dccc.edu/studenthandbook.
- Students are required to follow the College's Academic Calendar.

Financial Model for School District Invoice

- The cost for students in sponsoring school districts is \$72 per credit for DCCC's academic year 2025-2026. Additional fees may apply depending upon the individual course (e.g., online course, science lab, and course material fees).
- The School District or Charter School will confirm payment for each student with the College's Third-Party Billing Office. For fall and spring semesters, confirmation of payment for students is due by the 3rd week of class. For summer sessions, confirmation of payment will be due by the 2nd week of class.
- The College will invoice the School District or Charter School for all registered students. Students may receive a bill from the College until their accounts are confirmed and approved by the School District or Charter School.
- The College will invoice the School District or Charter School within 30 days of registration.
- Textbooks and mandatory instructional materials will be paid for by the School District or Charter School. Textbooks and mandatory instructional materials not paid for by the School District or Charter School will be the responsibility of the student.
- Delaware County Community College's bookstore (managed by the Follett Corporation) will invoice the School District or Charter School directly if paying for textbooks and/or institutional materials.
- The School District or Charter School will remit payment within 30 days of receipt of invoice.

- The School District or Charter School and the students are subject to complying with the College policy regarding Add/Drop, refunds, student withdrawals and administrative withdrawals. Withdrawals require a request in writing.
- The School District or Charter School reserves the right to determine the course(s) and semester(s) in which they will submit payment. Courses not paid for by the School District or Charter School are the responsibility of the student.

Miscellaneous

- The College may provide a list of registered students after the College's deadline for registration and/or after the add/drop deadline each semester/term. Prior to these deadlines, it is the student's responsibility to confirm with their high school their college registration.
- This MOU will be managed by the Enrollment Management Division of the College.
- This agreement begins July 1, 2025 and will automatically renew unless changes are requested of either party by April 30th each year thereafter.
- **Please sign and return July 1, 2025.**

Signatures

Marian McGorry
VP, Academic Affairs
Delaware County Community College

DocuSigned by:

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Date: 6/26/2025

Gina Macklin
VP, Recruitment & Enrollment Management
Delaware County Community College

DocuSigned by:

7866665F767A4B0...

Date: 6/26/2025

George Steinhoff
Superintendent
Penn-Delco School District

Date: _____

CC: Saudia Beverly, AVP, Strategic Enrollment Management
Delaware County Community College